

Guidelines for Handling Research Data at TUD

The guidelines were adopted by the Senate of Dresden University of Technology at its meeting on April 8, 2026.

Preamble

The "[Statutes for Ensuring Good Scientific Practice, Avoiding Scientific Misconduct and Handling Violations](#)" (GSP-Statute) of June 1, 2022, require all members and associate members of TU Dresden to document their results in a transparent, verifiable, and complete manner (§ 1 para. 1 No. 2, § 7 para. 5) as well as to participate in and promote critical scientific discourse (§ 1 para. 1 No. 6). Furthermore, with regard to [research data](#), the GWP requires the complete documentation of all research-relevant information, including the type, scope, and origin of the data, as well as their best possible protection against manipulation (§ 7 para. 5). [Primary data](#) serving as the basis for publications must be stored on durable and secure media (§ 7 para. 6), generally kept accessible at the institution for ten years (§ 7 para. 9), and, to the extent possible and reasonable, deposited in recognized archives and repositories in accordance with the [FAIR Principles](#), which must be documented in publications (§ 7 para. 5, 10). In this context, TUD recommends, to the extent possible and reasonable, open access to research data ([Open Data](#)).

TUD recommends the systematic implementation of a [research data management](#) (RDM) to ensure GSP-Statute-compliant handling of research data. The RDM encompasses the planning and organization of data handling throughout the entire research process. TUD follows the "[Guidelines for Handling Research Data](#)" issued by the [German Research Foundation](#) and specifies these guidelines below by defining clear responsibilities for researchers, organizational units, and the university. The following guidelines apply to all members and associate members of TUD, including the Faculty of Medicine. The goal is to ensure that all stakeholders consciously engage with modern research data management and to provide support tailored to their needs.

Guidelines

Responsibilities Regarding the Handling of Research Data for TUD [Researchers](#)

1. *All researchers* are responsible for the prudent and systematic handling of research data throughout the entire research process.
2. *All researchers* shall familiarize themselves with the [RDM measures](#) of their [organizational units](#) as well as the RDM requirements and measures of the *third-party funded projects* that they carry out.
3. *All researchers* make the decision to publish research data on their own responsibility. Legal and ethical considerations, obligations to third parties, and commercialization interests should be balanced appropriately when making decisions.

Additional responsibilities regarding the handling of research data for the [heads of TUD organizational units](#) and for project leaders

4. *Faculties* develop [discipline-specific guidelines for the handling of research data](#) that complement and further specify these university-wide guidelines. They are developed either by individual *faculties*

or [across organizational units](#). The development and implementation of subject-specific guidelines are carried out using both centralized and decentralized [RDM resources](#).

5. The head of an *organizational unit* or a *third-party funded project* is responsible for ensuring that RDM measures are conceived and maintained; they work to ensure that these are implemented in the daily research process.
6. To conceive and implement RDM measures, the head of the *organizational unit* or of a *third-party funded project* may appoint a dedicated [data manager](#). TUD explicitly encourages applying for RDM resources whenever possible, also in the context of *third-party funded projects*.
7. The head of the *organizational unit* or *third-party funded project* is required to document the current status of RDM measures within the respective *organizational unit* or *third-party funded project* in a practical and structured [data management plan](#). This task may also be delegated to the data manager. The data management plan covers at least the following [aspects](#):
 - a. Legal regulations and practical recommendations regarding [data protection provisions](#), property rights, [information security](#), and [export control](#)
 - b. [Data storage systems](#) (including storage structure, format, quality, and access)
 - c. Methods and standards for [metadata](#) used to document the organizational, technical, and subject-matter context of the research data and research results
 - d. Long-term archiving for at least 10 years, as well as the publication of research data in a suitable and trustworthy [data archive](#) or [repository](#).
 - e. Responsibilities, resources, procedures, and relevant data competencies

Support for researchers and organizational units at TUD in managing research data

8. The [Office of the Vice-Rector Digitalization and University Development](#) at TUD coordinates the university's digitalization strategy and central (RDM) support structures.
9. The [Department Information Services and High-Performance Computing](#) (ZIH) at the [Center for Interdisciplinary Digital Sciences](#) (CIDS) ensures the proper preservation and technical availability of digital research data through a basic research data infrastructure.
10. The [Department Research Data Analytics](#) (ReDa) at CIDS consolidates central RDM support services, and conducts research and development on new methods and services for RDM.
11. The [Service Center Research Data](#) serves as the central point of contact for all RDM activities at TUD. In particular, it supports TUD data managers in the development, implementation, maintenance, and application of discipline-specific guidelines and data management plans through counseling and training programs; it supports the establishment and networking of central and decentralized [RDM structures](#).
12. Through the [Independent Data Trust Office of the School of Medicine](#), TUD offers a service for the secure sharing of [sensitive data](#).
13. TUD is actively involved in national and international initiatives on research data management that also offer support structures and services. Examples include TUD's participation in the [National Research Data Infrastructure](#) (NFDI), the national *data competence centers* ([Come2Data](#)), and the national *initiative to establish data trustee models*.
14. To ensure the sustainable establishment and continued development of high-quality research data management (RDM), TUD promotes the integration of RDM principles and methods into teaching and continuing education (e.g., through training sessions offered by the Service Center Research Data, the Data Competence Center, and the [Graduate Academy](#)).